# How to Submit PQDRs

# Where are you going to file your PQDRs?

# We Should Be Going To

- LOGCOM HOMEPAGE
  –http://www.logcom.usmc.mil

Marine Corps Logistics Command - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://www.logcom.usmc.mil
Go Links



# Marine Corps Logistics Command

LOGCOM
- LOGCOM
- MCLB Albany
- MCLB Barstow
- Maintenance Center Alb
- Maintenance Center Bar
- Blount Island Cmd
- ----------
- Anticipated Vacancies
- MCCS
- Working Groups
- Logistics Apps
- USMC Benesuggs
- Phone Numbers
- Employee Links
- ----------
- Welcome Aboard!

Collage of pictures depicting various functions of LOGCOM

**Commanding General**
**Brigadier General E. G. Payne**
814 Radford Boulevard, Ste. 20301
Albany, GA 31704
Customer Service: 1-800-952-3352

Brigadier General Payne's BIO
CG's Statement on Equal Opportunity
LOGCOM Mission Statement
LOGCOM Strategic Plan (Adobe Acrobat)
Organizational Chart

## APPLICATIONS

Defense Travel System (TAD)

MERIT

NMCI Webmail

Legacy Webmail

javascript:void(0)
Internet

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## INFORMATION

The Emblem

Barstow Log

2005 Run for Relief

NNOA 2005 College Scholarship

Officer's Spouses' Club Scholarship

## LINKS

Public Affairs Office
Fraud, Waste and Abuse
Equal Opportunity
Beneficial Suggestions Program
MCLB Albany Base Chapel
MCLC Intranet (Limited Access)

Enterprise Solutions Navy Marine Corps Intranet

Official NMCI Website

LOGCOM NMCI

Online Ordering for Enlisted Uniforms

FIRSTGOV
Your First Click to the U.S. Government

FirstGov, Your First Click to the U.S. Government

27,623



Internet

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LOGCOM NMCI

FirstGov, Your First Click to the U.S. Government

MCLB Marine Corps Community Services
NMCI
PQDR
Precision Logistics
Provost Marshal's Office
Radiological Controls
Readiness & Analysis
Resource Management
SOW Pen
Supply Chain Management Center
4th EOM

Quick Link

March 16, 2005

Email LOGCOM Webmaster

Privacy Policy / Contact Information / Section 508 Accessibility

Applet SlickTree started
Internet

File Edit View Favorites Tools Help
Back Search Favorites History
Address http://www.logcom.usmc.mil/pqdr/default.asp Go Links



# Marine Corps Logistics Command

## PQDR Screening Point

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On-Line EZ-PQDR

PQDR Form

Save this MS Word* form to your PC; to save the form, select File / Save As. Submit completed PQDR form as an email attachment to mbmatcompqdrs@logcom.usmc.mil (GAL display name SMB LOGCOM PQDR's Tracking)

Get a PDREP User ID

Using PDREP

Log on to PDREP

PQDR User's Manual

**Unit PQDR Reconciliation Report**
email report requests to
mbmatcompqdrs@logcom.usmc.mil
or call DSN 567-8052, Commercial (229) 639-8052

2005 Stock Screening Messages

2004 Stock Screening Messages

PQDR Video

PQDR Program Standard Procedure

SECNAVINST 4855.5B

MCO 4855.10B

**Mailing Address**
Marine Corps LogCom Command Element
Attn: Quality Assurance Office (L15)
814 Radford Blvd Ste 20330
Albany, GA 31704-0330

**Phone Numbers**
**DSN Prefix - 567 Comm (229) 639**
USMC PQDR Program Manager - 8054
Senior QA Specialist - 8058
PDREP Facilitator - 8052

QA Specialists
Ordnance; MTVR; NBC; Generators - 5160
LAV; AAV; Tanks - 8057
Comm/Elec - 5566
Clothing - 5565

**E-mail Address**
mbmatcompqdrs@logcom.usmc.mil

**Fax Number**
DSN 567-5631 or Commercial (229) 639-5631

EZ-PQDR - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

File Edit View Favorites Tools Help

Back Search Favorites History

Address http://www.logcom.usmc.mil/pqdr/ezpqdr.asp Go Links



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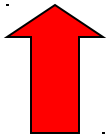
## EZ-PQDR

The sponsors of the PDREP system have developed a new method to submit PQDRs via the Internet. **A PDREP User ID is not required to use this new web form.**

The **EZ-PQDR** form is intended for a Unit's MMO/MMC use. All PQDRs submitted to the USMC PQDR Screening Point in Albany GA should be sent from the MM Office, as that Office has the responsibility of screening and tracking all PQDRs for their Unit.

**If you work in the MMO Branch** click here to navigate to the on-line EZ-PQDR form.



EZPQDR Submission : Home - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

File Edit View Favorites Tools Help

Back Search Favorites History

Address https://199.208.242.174/spqdr/home.do Go Links

# EZPQDR ELECTRONIC PQDR SUBMISSION

Edit Profile | Help | Instructions

All fields marked with * are required in order for your submission to process.
When you have completed the PQDR form, you may click submit and it will be reviewed by the Screening Point.
You will receive email notifications of Receipt and Closure.
Click on the labels for help.

**Category *:** CAT I CAT II **Info Only :** **Is this a Repairable Item ? *:** -SELECT-

**1. Originator**

*DODAAC | ***Name** | ***Phone** | ***Email**

**2. Screening Point**
The system will automatically forward this PQDR to the appropriate Screening Point.

**3. Report Control Number**

*Activity | *Year (CY) | *Serial Number

05

**4. *Date Deficiency Discovered (mm/dd/yyyy)**

03/16/2005 (The system will assume today's date if none is provided)

**5. National Stock Number (NSN)**

COG | FSC | NIIN | SMIC

**6. Nomenclature**

**7. Manufacturer CAGE Code** | **Shipper's DODAAC/Cage Code** | **Shipping Activity**

**8. Manufacturer's Part Number** | **8a. UID Code**

**9. Serial/Lot/Batch Number** | **Type** -CHOOSE-

**10a. Contract Number (no dashes)** | **10b. Purchase Order Number** | **10c. Requisition Number (no dashes)**

If unknown, type UNKNOWN | If unknown, type UNKNOWN

**11. Item (New, Overhauled, Repaired)** -CHOOSE-

**12. Date RCVD/MFG/REP/Overhauled** -CHOOSE- (mm/dd/yyyy)

**13. Operating Time At Failure**

(Specify hours, days, cycles, etc.)

**14. Government Furnished Material** N - No

**15. Quantity**

***Received** | **Inspected** | ***Deficient** | **In Stock**

0 | 0 | 0 | 0

## DEFICIENT ITEM WORKS ON/WITH

**16a. (1)End Item Type/Model/Series**

File Edit View Favorites Tools Help

Back Search Favorites History

Address https://199.208.242.174/spqdr/home.do Go Links

-CHOOSE-

**12. Date RCVD/MFG/REP/Overhauled**

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N - No

**15. Quantity**

| *Received | Inspected | *Deficient | In Stock |
|---|---|---|---|
| 0 | 0 | 0 | 0 |

## DEFICIENT ITEM WORKS ON/WITH

**16a. (1)End Item Type/Model/Series**

**16a. End Item NSN**

| COG | FSC | NIIN | SMIC |
|---|---|---|---|
| | | | |

**16a. (2)End Item Serial Number**

**16b. (1)Next Higher Assembly NSN**

| COG | FSC | NIIN | SMIC |
|---|---|---|---|
| | | | |

**16b. Next Higher Assembly**

| (2)Nomenclature | (3)Part Number | (4)Serial Number |
|---|---|---|
| | | |

| 17. Unit Cost | 18. Estimated Repair Cost |
|---|---|
| 0.00 | 0.00 |

**19a. Item Under Warranty** **19b. Warranty Expiration Date**

-CHOOSE- (mm/dd/yyyy)

**20. Work Unit Code/EIC (USMC TAM)** **21. Action/Disposition**

H - Holding (Defaults To 'Hold')

**22a. *Description Of Deficiency** (Describe, to best ability, what is wrong, how and why, circumstances prior to difficulty, description of difficulty, cause, action taken including disposition and recommendation **example**)

**22b. Defect Attribute Codes**

1AA - INCORRECT MATERIAL Add Defect Code

**23. *Location Of Deficient Material** (Provide details as to where the material is currently stored. All material should be held for up to 90 days)**Note: Enter maximum of 200 characters**

Submit PQDR To Screening Point

# Two PQDR Categories

- **Category I**

Report of a critical defect which may cause

1. **death**, injury or sever occupational illness
2. **loss** or major damage to a major weapon system
3. **critically restrict combat readiness**, or capabilities of the using organization

- **Category II**

Everything else

# Report Control Number

- 6 Digit DODAAC / RUC
- 2 digit year
- 4 digit serial number (number of PQDRs submitted that year)
- Optional Sequence Number

# Hard Copy of PQDR Form

- **Mailing Address**

Marine Corps LogCom Command Element
Attn: Quality Assurance Office (L15)
814 Radford Blvd Ste 20330
Albany, GA 31704-0330

**Phone Numbers**

**DSN Prefix - 567 Comm (229) 639**

USMC PQDR Program Manager - 8054
Senior QA Specialist - 8058
PDREP Facilitator - 8052

Edit View Insert Format Tools Table Window Help

http://www.logcom.usmc.mil/pqdr/files/PQDR%20Form.doc

Press TAB to move through the fields. Watch the STATUS BAR at the bottom of your screen for helpful info.

# PRODUCT QUALITY DEFICIENCY REPORT

☐ Category I ☐ Category II

☐ Info Only; PQDR | Repairable Item? < choose >

1a. FROM (Originating Office/Mailing Address)

2a. TO (USMC PQDR Screening Point)
mbmatcompqdrs@logcom.usmc.mil
PQDR Section (L15)
814 Radford Boulevard, Suite 20330
Albany, Georgia 31704-0330

| 1b. ORIGINATOR NAME, PHONE NUMBER & E-MAIL ADDRESS<br>MMO NAME, PHONE NUMBER & E-MAIL ADDRESS | 1c. DATE SUBMITTED | 2b. NAME, TELEPHONE NO., AND E-MAIL ADDRESS | 2c. DATE |
|---|---|---|---|

| 3. REPORT CONTROL NUMBER | 4. DATE DEFICIENCY WAS DISCOVERED | 5. DEFECTIVE ITEM NSN | 6. DEFECTIVE ITEM NOMENCLATURE |
|---|---|---|---|

| 7a. MANUFACTURER OR REPAIR DEPOT / CITY / STATE | 7b. MFRS. CAGE CODE | 7c. SHIPPER / CITY / STATE | 8. DEFECTIVE ITEM PART NBR. |
|---|---|---|---|

| 9. SERIAL, LOT, OR BATCH NBR.<br>Serial #:<br>Lot #:<br>Batch #: | Unk ☐ N/A ☐ | 10a. CONTRACT NUMBER | 10b. PURCHASE ORDER NBR. | 10c. REQUISITION / DOCUMENT NBR. | 10d. GBL NBR. |
|---|---|---|---|---|---|

| 11. ITEM<br>☐ Original Equipment<br>☐ New Replacement<br>☐ Repaired<br>☐ Overhauled | 12. DATE REC'D., MFR'D., REPAIRED, OR OVERHAULED<br>Date Rec'd: Date Repaired:<br>Date Mf'd: Date Overhauled: | 13. OPERATING TIME AT FAILURE<br>☐ Initial<br>Hours: Cycles: Days: Miles: Rounds: | 14. GOVERNMENT FURNISHED MATERIAL<br>☐ YES ☐ NO |
|---|---|---|---|

| 15. QUANTITY | a. RECEIVED | b. INSPECTED | c. DEFICIENT | d. IN STOCK |
|---|---|---|---|---|

| 16. DEFICIENT ITEM WORKS ON/WITH | a. END ITEM | (1) END ITEM NSN<br>TYPE / MODEL / SERIES | | (2) END ITEM SERIAL NBR. |
|---|---|---|---|---|
| | b. NEXT HIGHER ASSEMBLY (NHA) | (1) NHA NSN | (2) NHA NOMENCLATURE | (3) NHA PART NBR. | (4) NHA SERIAL NBR. |

| 17. DEFECTIVE ITEM UNIT COST<br>$ | 18. ESTIMATED REPAIR COST<br>$ | 19a. ITEM UNDER WARRANTY<br>☐ YES ☐ NO ☐ UNKNOWN | 19b. WARRANTY EXPIRATION DATE |
|---|---|---|---|

20. END ITEM TAM

21a. ACTION REQUESTED (Select only one value) ☐ REPLACEMENT ☐ REPAIR ☐ CREDIT ☐ OTHER (Explain in Block 22)

21b. CURRENT DISPOSITION OF DEFECTIVE ITEM (Ie Exhibit) (Select only one value)

☐ HOLDING EXHIBIT FOR 60 DAYS ☐ RELEASED FOR INVESTIGATION ☐ RETURNED TO STOCK ☐ DISPOSED OF ☐ REPAIRED ☐ OTHER (Explain in Block 22)

22. DESCRIPTION OF THE DEFECT (Describe in detail what is wrong, circumstances prior to the difficulty, probable cause, any action taken, recommendations. Attach copies of supporting documents. Continue on separate sheet if necessary)

23. LOCATION OF DEFICIENT MATERIAL (e.g. Base, Camp, Station)

# Questions